



MITCHELL E. DANIELS, Jr.,
Governor STATE OF INDIANA

DEPARTMENT OF HOMELAND SECURITY JOSEPH E. WAINSCOTT, JR., EXECUTIVE DIRECTOR

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EMERGENCY MEDICAL SERVICES TECHNICAL ADVISORY COMMITTEE MINUTES

DATE: June 7, 2011
10:00 A.M.

LOCATION: Noblesville Fire Department, Station 77
15251 Olio Rd.
Noblesville, Indiana 46060

MEMBERS PRESENT:	Leon Bell	Chairman, ALS Training Institute
	John Zartman	Vice-Chairman, ALS Program Director
	Tina Butt	Secretary, 1 ST Responder Training Director
	Charles Ford	EMS Chief Executive Officer
	Elizabeth Weinstein	EMS for Children
	Faril Ward	EMS Chief Operating Officer
	Michael McNutt	BLS Training Program Director
	Sara Brown	EMS Medical Director
	Sherry Feters	EMS Chief Executive Officer
	Stephen Cox	EMS Chief Operating Officer

MEMBERS ABSENT:	Edward Bartkus	EMS Medical Director
	Michael Gamble	Emergency Department Director
	Valerie Miller	Emergency Department Director

OTHERS PRESENT:	Mike Garvey	Chief of Staff, IDHS
	Don Watson	North District Program Specialist, IDHS
	Robin Stump	EMS Specialist, IDHS

A) Call to Order: Meeting was called to order by Chairman Bell.

B) ROLL CALL: Quorum present.

C) Adoption of minutes: Mr. Ward offered a motion to adopt the minutes. The motion was seconded by Mr. Zartman. The motion passed.

D) Public Comment – None

E) Announcements – Chairman Bell asked if all TAC members had received their invitations to the Agenda for the Future conference to be held in July. Everyone is encouraged to attend to give feedback regarding the future of EMS in Indiana.

F) Old Business / Subcommittees – Work for today includes the Bridge recommendations for the current EMT-Basic Advanced to the NES Advanced course from the course construction committee. The testing committee has documentation to review and recommendations to prepare. Dr. Bartkus is attending a National Registry meeting today so the Driving course and Drug/alcohol testing will be wrapping up soon.

G) New Business- none at this time

H) Recess- until 11:30

I) Reconvene – IDHS Chief of Staff Mike Garvey has joined the meeting

J) Subcommittee Reports

- Course construction subcommittee – John Zartman reporting and the following report was assembled:

Indiana Basic Advanced EMT & Advanced EMT Bridge Course
Transition Requirements

Requirements for Training:

- Training program must be sponsored / supervised by an ALS Indiana Certified Training Institution.
- Training must be conducted by a person certified at that level or higher.
- Must be supervised by an Indiana Certified Primary Instructor.
- Must submit training application with all required documentation to IDHS and received course approval prior to starting the transition program.
- All personnel taking the transition course must be currently affiliated with an Advanced EMT Provider or higher.

DIDACTIC HOURS: Course outline and objectives to be presented with the initial application designed to validate Competency Based Training with didactic hours ranging from 94-98 hours of Advanced EMT Core content.

CLINICAL HOURS: Must meet NHTSA/DOT NES standards and reflect all aspects of clinical performance.

SKILLS VALIDATIONS: Must be Competency Based Skill Validations over all skill performances within the scope of practice for the NES AEMT level and meet the minimum requirements of the training institution.

FIELD INTERNSHIP: At the conclusion of the didactic phase for the AEMT program, the candidate will complete a field internship comprised of a minimum of (10) ten ambulance patient contacts where the candidate successfully performs and manages the ALS assessment and at least (1) one ALS skill included in the AEMT scope of practice. The training Institution will then sign off on the candidate once all requirements have been met to initiate eligibility for certification testing.

Chairman Bell asked for a motion to accept the subcommittee's recommendations. Dr. Brown made a motion to accept and Mr. McNutt seconded. The motion passed.

- Accreditation blueprint and testing subcommittee – Chairman Bell reporting. Discussion regarding testing at all levels and the impact of using state prepared exams versus National Registry. The following report is the culmination of the information and discussions:

Problem

The Indiana EMS Commission has to provide a financial analysis supporting its January decision to utilize the National Registry of EMTs (NREMT) for the EMT initial certification.

Background

The Technical Advisory Committee (TAC) was tasked with providing a financial impact profile comparing the cost of certification by the National Registry of EMTs or by planning, formulating, and implementing a "home grown" series of tests. In initial discussion, it became apparent that regardless of the financial analysis that a testing service for the Emergency Medical Responder (EMR) formerly first responder would have to be established. With that in mind, the committee began researching the start up cost for a testing program.

The state of Illinois has a state made test from a vendor. The annual cost is \$100,000. The states of Michigan Ohio and Kentucky use the National Registry of EMTs for initial certification of EMRs and ¹EMTs. The cost is borne by individual providers.

In further research, we found that the city of New Haven Connecticut paid a vendor Industrial/Organizational Solutions, INC (IOS) an Illinois company "that specializes in designing entry level and promotional examinations for fire and police departments".² The city hired the firm to develop a promotional examination. The firm employed subject matter experts to perform various tasks including knowledge, skills and abilities, interviewing of incumbent s to determine what was done on the job. They did other functions including writing an analysis of the job and writing test items to measure job related knowledge ³. For their efforts, the city of New Haven paid them \$100000 for a one hundred-item (100) examination.⁴

The NREMT makes use of a similar process. According to William Brown Executive Director, the NREMT invites SME to its Columbus Ohio once a monthly for a two day test item-writing session. They invite 11 SMEs who must write ten (10) questions for each level of certification. Items are polished improving grammar and content as well as a review by the contracted psychometric expert who reviews psychological measurement of each item. The items are then field-testing in various national examinations to produce a valid and reliable item. Those items are then added to the 10000-item question bank for each level of certification. Mr. Brown generally indicates costs about \$1000 to produce each valid, reliable, and defensible item.

With those facts in mind, the committee began to construct a preliminary budget.

¹ <http://www.nremt.org/nremt/about/stateReciprocityMap.asp> accessed 6-27-2011

² *Ricci Et al v. DeStefano et al*, 000 U.S. 07-1428, 1-93, 4 2009

³ *Ricci*, 2009 at 4

⁴ *Ricci*, 2009 at 4

Finding a Psychometric Expert

The committee cold called the Purdue University, Indiana University Ball State University departments of psychology. Only IUPUI returned the call. Dr. Howard Mzumara, Director of Testing Center, E-mail; hmzumara at iupui.edu; Phone: 317-278-2214; Fax: 317-274-3400; Website: <http://tc.iupui.edu>; Campus Address: UN 003S.⁵ He indicated his wiliness to provide contracted professional services.

Subject Matter Experts (SME)

The committee arrived at a figure of \$100 as a professional fee. This is based upon current consulting services of the assembled physician/professional educator mix.

IT support

Unknown. The state will have to either establish internal processes and controls for administering the examination or contract with Ivy Tech Community College and or IU. IN our conversations, we discovered that all Indiana University campuses have a testing center and that reasonable rates for hosting an examination exist. However, the Commission staff must negotiate a contract for services.

Meetings

The committee is recommending the EMS Commission staff conduct a monthly meeting of the SME. The meeting will be two days at eight (8) hours. We recommend the contracting of professional services of 11 SME and the psychometric expert to advise the committee. The committee would meet monthly for a two-day test item writing session. The 11 SMEs would write ten (10) questions for each level of certification. Items are polished improving grammar and content as well as a review by the contracted psychometric expert who would review psychological measurement of each item.

Contracts

The Commission staff will have to negotiate new agreements with Ivy Tech Community College and others to establish testing centers for EMR and EMT.

⁵ <http://planning.iupui.edu/88.html> accessed June 27, 2011

Budgetary Elements

Elements	Cost per hour	Number of hours/month	Cost projection
Psychometric evaluation monthly	\$65	4	\$260
SME	\$100	(16hrs @11SME) 176	\$17600
Professional services	Unknown		
State of Indiana IT support	Unknown		
Travel	Unknown		
Totals of known monthly costs			\$17860
Yearly projected cost for 1 examination			\$214320

**The current cost is \$15.00 per examination at an Ivy Tech Community College site statewide. We estimate that 2200 examinations will occur annually.

Analysis

The EMS Commission has decided to develop a test construction and evaluation committee, contract professional services, and administer a certification examination for Emergency Medical Responders. The minimum annual cost to provide such a service is at least \$214320. This does not include foreseen yet undeveloped services such as test site costs, IT infrastructure, security of the examinations and storage in a secure server the test databank. It does not include the monthly maintenance fees customarily charges for server space. Nor does this estimate undertake to cost the staff time for supporting the project. Projecting that is a cost of \$97.41 per student test for each EMR taking the test. When adding in the current Ivy Tech Community College fee the total is \$1120.41

There is going to be costs associated with the development of a state based examination for EMR and or EMT. In turn, there will be costs to the student either directly by paying a fee to the National Registry or to Ivy Tech Community College. There will be cost to the state certification section that is currently unbudgeted. There are currently adequate sites, but more can be added. Independent of expansion of sites, the cost will rise as the number of students increase. The cost of doing business by a university or college will increase due to increase use of testing centers. Perhaps some if not many may qualify alternatively as NR testing center.

There will be travel to written test sites. In the original testing plan circa 1978, the goal was to drive no more than 50 miles for a class or written examination Bell (2011).

The projected cost will also fit the EMS Commission task of comparing National Registry testing versus state based testing for the purposes of suggesting a financial impact to the citizens of the state of Indiana.

Limitations

The committee presents three limitations as questions

Who bears the cost for obtaining certification an individual student or the state?

What is the liability associated with developing, implementing and defending a state made examination? In *Ricci*, the cost was tremendous.

How does the state measure, examine and ensure that non-NSC skills are evaluated and what is the cost of the practical skills examination?

Conclusion and recommendation

1. The Technical Advisory Committee was tasked with developing a financial impact statement for using the National Registry. In researching the cost, the committee found that the state of Indiana cost is a minimum of \$ 214320 per year. The cost translates to \$97.41 per student. The financial impact of the state of Indiana developing its own EMT Certification examination is at least 112.41 per student in one year because of the additional cost paid to Ivy Tech Community College to act as test administrator. This compares to the National Registry examination of \$70.00. The cost difference is at least 52.14 per student.
2. The Indiana EMS Commission must create a test Construction and Evaluation committee to plan, formulate and deploy a valid and reliable certification examination. Included in the cost of deployment are the contracting of SME, psychological measurement and psychometric evaluation, IT infrastructure and support, test sites and professional services. That cost is a minimum of \$ 214320 per year. The cost translates to \$97.41 per student.

Chairman Bell asked for a motion to accept the subcommittee's recommendations. A motion to accept was made by Mr. Cox and seconded by Dr. Weinstein. The motion passed.

- Driving Course, Drugs/Alcohol testing and background checks by education institutions subcommittee - tabled

K) Good of the Order:

- Chairman Bell stated the TAC has completed its first year. Meeting every other month has resulted in completion of a significant amount of work. Items to explore for this next year are finishing the Drugs/alcohol subcommittee work, the Primary Instructor program, and practical skills testing.
- Mr. Ward asked about the status of those members who have 1 year appointments. Mr. Garvey stated that service is until the member is replaced.
- Ms. Feters asked if the current officer positions will continue. Chairman Bell stated that elections will be held at the August meeting.
- Mrs. Butt asked if Chairman Bell could request IDHS staff fix the IDHS website regarding old TAC information posted on the opening page and the minutes that are not up to date. There is concern this will lead to misunderstandings of the TAC work. Chairman Bell stated he would address it.

L) Next Meeting: Tuesday, August 2nd, 2011 10:00am, planning to be at Noblesville Fire Department, Station 77

M) Adjournment:

A motion to adjourn was made by Mr. Zartman and seconded by Mr. McNutt.
The meeting was adjourned.

Approved _____
Leon Bell III, Chairman

Date: 6/7/2011